



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
COMMERCIALLY USEFUL FUNCTION (CUF) MONITORING REPORT

Project Name:

Project No.:

DBE Company Name:

Date Contract/Subcontract approved:

(check project records for this date)

First date DBE was on-site:

Name/Title of DBE on-site representative:

On-site representative reports to:

On-site representative's description of work to be performed:

According to on-site representative, DBE is performing as a:

Prime Contractor ☐

Subcontractor ☐

Joint Venture ☐

Broker ☐

Is the on-site representative on file with DBE office as a key employee normally employed with DBE to perform field supervision? Yes ☐ No ☐

If you have not checked yet, do so immediately through your regional contract compliance officer.

Does the Prime issue two-party checks to this DBE? Yes ☐ No ☐

If so, are they issued routinely ☐ only occasionally ☐

Does the DBE employ any individual that has worked for the Prime in the last year? Yes ☐ No ☐

If yes, does this person have any supervisory authority? Yes ☐ No ☐

Who prepares the DBE's certified payroll (name and location)?

If not a subcontract situation, is there a DBE purchase order or service agreement involved? Yes ☐ No ☐

If yes, is a copy in the project file? Yes ☐ No ☐ If no, get one.

Does the DBE rent or lease any equipment on this project? Yes ☐ No ☐

If yes, fill out a DBE Equipment Lease/Rental Report on page 2 of this form and notify your regional contract compliance officer.

Title:

Date

DBE EQUIPMENT LEASE/RENTAL REPORT
(Be specific)

Project No. DBE:

Project Name:

Does the DBE rent or lease equipment for this project? If so, list the equipment

Equipment	Rent	Lease	From Whom
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
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